

PRINTING AND PHOTOGRAPHY DIVISION

1982 OVERVIEW

The Printing and Photography Division (P&PD) continued to provide timely, high quality printing and photographic support to Agency and Intelligence Community components throughout 1982. In the printing area, the number of jobs processed in 1982 increased by 13 percent over the 1981 figure, while the photographic activity experienced an 8 percent increase in job receipts. The production requirements generated by this increased activity were absorbed with essentially unchanged staffing. As in years past, the DDI was P&PD's major customer. In 1982, P&PD allocated 53 percent of its resources to the support of the DDI, a rise of 10 percent over last year. 1982 was the first year for implementing the long-range plan to automate the costly and labor intensive manual prepress functions. The initial steps in this plan were the acquisition and installation of the EOCOM Laserite V laser platemaker, and the ECRM Autokon 8400 electronic camera. Again this year, there was an increased utilization of the Electronic Text Editing and Composition System (ETECS). Related to this, 1982 saw the successful installation and implementation of the Atex Mini-Edit System in the Office of Current Production and Analytic Support (OCPAS), the acquisition of two new Autologic Micro-5 phototypesetters, and the procurement of an ETECS interface to the Wang word processor. The Agency Copier Management System matured, and grew in efficiency and effectiveness in 1982. In view of the copier program's success, the Division was tasked to develop an Agency-wide coordinated management program for the acquisition, tracking, and maintenance of television production equipment. P&PD upgraded its computer graphics support capability by acquiring enhanced software for the Dicommed D-38 graphics design station, as well as installing an Apple computer to process simple business graphics. The Division also procured a 50-inch two color printing press to replace an obsolete, slow, and unreliable single color unit. The Ozalid system was replaced by a Xerox 2080 printer to provide P&PD's customers with quick turnaround on large size prints and engineering drawings. As in 1981, P&PD conducted a seminar for customer personnel, and the Division formalized and strengthened its safety and health program.

I. 1982 PERFORMANCE HIGHLIGHTS

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Congressional Budget Justification Books (CBBB's): 1982 was the fourth year that P&PD produced the Intelligence Community's CBBB's.

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CAMS2 Processing Segment Production Support: P&PD supported the Office of Data Processing's CAMS2 processing segment development effort by producing 165 copies each of seven documents totaling 1400 pages. The Division was also tasked to produce 1000 vugraphs, each of which required 165 hardcopies. This significant production effort was delivered on schedule, and took place within a six week timeframe.

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Computer Graphics Support: P&PD's Design and Presentation Center color slide production increased to 4920 in 1982 from a 1981 level of 1480. Improved computer graphics software, and additional hardware allowed the increase to occur.

Color Photography Production Increase: The production of color photography items (prints, slides, etc.) grew by 22 percent in 1982. This increase was across the board from a product standpoint, and was not the result of a single one time project.

Video Tape Replication: P&PD's involvement in the replication of video tapes increased dramatically in 1982.

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II. Customer Relations

Customer relations in general remained excellent in 1982. P&PD became particularly involved with the activities of its customers in the development of an Agency Publishing Network, support and developmental involvement of the DDS&T's Foreign Broadcast Information Service's daily reporting automation project known as MIDAS, the operation of the Atex Mini-Edit test bed in OCPAS, and increased direct ETECS support provided to the Office of Central Reference (OCR) in the production of its biographical materials.

III. Future Plans

P&PD's major activity will continue to be the development of the digital prepress system. Short term plans call for the full implementation of the laser platemaker and the electronic camera acquired in 1982, followed up with the establishment of a test bed page makeup system. Longer term plans include the incorporation of a color separation scanner in the system, and the development of a capability to output fully composed pages directly to the laser platemaker. A comprehensive bindery automation study is planned for 1983. Equipment requirements and work flow will be reviewed to determine what equipment acquisitions and/or procedural changes can be accomplished to improve the overall operating efficiency of the Bindery Branch. The copier management staff will continue to gain further efficiencies through equipment realignment, and specifications for a low volume copier are to be developed to assist in the selection of an Agency standard copier in this category. The Division plans to enhance its computer graphics support capability through the acquisition of additional graphics design stations, and the development of an electronic interface between its system and graphics production systems supported by the Office of Data Processing. In support of dramatically growing requirements from OCR, OT&E, and the DDI Television Center, P&PD plans to acquire a device designed to convert foreign formatted video tapes to the American standard format. Development and enhancement of the P&PD Management Information System (MIS) will continue. Specific areas to be addressed are improved data entry speed, full implementation of production reporting, and the development of greater software support expertise within the Division. P&PD will begin providing typesetting services for the production of FBIS Daily Reports via MIDAS in early 1983. This first phase of MIDAS production will consist of typesetting two of the eight Daily Report books. During 1983, P&PD staff officers will support phase II of MIDAS, which entails the transmission of digital data directly to the P&PD laser platemaker, and subsequent printing of all eight Daily Reports. In a continuing effort to support the Agency's information

handling production requirements, P&PD will investigate the feasibility and practicality of providing videodisc production support. Videodisc is seen by industry experts as a possible replacement for micrographics as a cost effective information storage and retrieval system. P&PD will undertake a pilot "Quality Circles" program with the goals of increasing employee morale and motivation, and improving product quality and productivity. P&PD, in conjunction with the Offices of Data Processing and Communications, will finalize a study on the feasibility and practicality of establishing a centralized output media facility in the Headquarters building. This facility would provide line printer, electronic printing, COM, computer graphics, and traditional printing services.

IV. Resource Requirements

Essential support services traditionally provided by P&PD can continue in 1983 with its present level of funding; however, without the additional funds identified in the attachment to this report, the Agency Copier Management Program may be seriously damaged, the effectiveness of ETECS may be severely impaired, recent television production initiatives will have to be curtailed, and the Division's ability to respond to its COM requirements will be totally inadequate.